



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE, MARFORPAC
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IN REPLY REFER TO:
I MEFO 1414.1
CMD MCPO
8 Mar 2001

I MARINE EXPEDITIONARY FORCE ORDER 1414.1

From: Commanding General, I Marine Expeditionary Force
To: Distribution List

Subj: NAVY FLEET MARINE FORCE (FMF) ENLISTED WARFARE SPECIALIST
PROGRAM

Ref: (a) OPNAVINST 1414.4
(b) NAVEDTRA 43908

Encl: (1) Sample NAVPERS 1070/613
(2) Sample Recommendation letter

1. Situation. To issue the requirements for qualification and designation of enlisted personnel as Enlisted Fleet Marine Force Warfare Specialists (FMF) for enlisted personnel assigned to I Marine Expeditionary Force (I MEF).

2. Mission. Formal designation as an FMF is a significant career milestone. It indicates the individual has acquired specific professional skills, knowledge, and military experience and has demonstrated proficiency at professional levels of competence above that which is expected in the routine performance of duty.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The FMF designation signifies that a Sailor has achieved a required level of excellence and proficiency in the Fleet Marine Force. This qualification is to be earned through the formal qualification program prescribed by the references and amplified in this Order. FMF qualification is a significant factor for advancement in rate. It is incumbent upon every Sailor assigned to I MEF to vigorously pursue this qualification.

(2) Concept of Operations. Completion of the FMF personnel qualification standard (PQS) is mandatory for all active duty E-5 through E-9 personnel. Personnel in paygrades

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E-5 through E-9 are required to complete PQS requirements within 18 months from the date recorded on enclosure (1). Active duty E-4 and below may qualify for the Enlisted Fleet Marine Force Warfare Specialist qualification if they meet the eligibility requirements.

b. Subordinate Element Missions. Comply with the intent and content of this Order.

c. Coordinating Instructions

(1) The I MEF Commanding General is the overall program sponsor of the I MEF FMF program.

(2) The I MEF Command Master Chief (CMC) is the overall program manager of the I MEF FMF program.

(3) Commanders of I MEF Major Subordinate Commands (MSC) are the program sponsors for their MSC FMF programs.

(4) The Command Master Chiefs of I MEF MSCs are the program managers for their FMF programs. The MSC Command Master Chiefs shall:

(a) Designate MSC FMF Program Coordinators.

(b) Chair FMF qualification boards.

(c) Designate FMF Program board members.

(d) Upon completion of PQS requirements and satisfactory completion of written and oral examinations, submit letters in accordance with enclosure (2) to member's commanding officers recommending award of the FMF. Commanding Officers will have the final approval authority for designation of FMF upon written documentation from the MSC program manager.

(5) MSC FMF Program Coordinator

(a) Assist the Command Master Chief in administering the FMF Program. Ensure all administrative requirements, including appropriate service entries, are completed.

(b) Maintain and stock copies of the FMF PQS book (NAVEDTRA 43908).

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(c) Ensure necessary reference materials, as listed in the bibliographies of reference (b), are accessible to all personnel.

(d) Schedule training classes on a weekly basis.

(e) Indoctrinate all newly reported personnel into the FMF program during command orientation.

(f) Administer written examinations and schedule oral boards for candidates who have completed the NAVEDTRA 43908, PQS book, including all prerequisite qualifications.

(g) Post and maintain a PQS progress chart for all personnel enrolled in the program. Submit a report to the I MEF CMC via the chain of command on a monthly basis.

(6) PQS qualifiers shall be USN or USMC personnel E-5 or above, recognized as resident experts on the information contained in the specific sections as outlined in reference (b).

(a) USN PQS qualifiers must have completed the PQS section verified by the MSC program manager.

(b) USMC PQS qualifiers must be MOS qualified in the appropriate section. For example, Section 109 (Communications), MOS 06XX, Section 110 (Weapons) MOS 21XX, Section 113 (Nuclear, Biological, and Chemical Defense) MOS 57XX. Additionally, Marine SNCOs are authorized to act as qualifiers for generic Marine Corps sections. For example, Section 102 (Marine Corps History, Customs, and Courtesies), Section 114 (Close Order Drill).

(c) Serve as oral board members as directed by the program manager.

(d) Be available for training and verification of PQS sections.

(e) Verify completion of items within their area of expertise only.

(7) Eligibility

(a) Enlisted personnel must be permanently assigned to an FMF unit on Type 2 or 4 sea duty, as defined in the Enlisted Transfer Manual (NAVPERS 15909F).

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(b) Satisfactorily complete the USN Physical Fitness Assessment (PFA).

(c) Serve a minimum of 12 months accumulated Type 2 or 4 sea duty with an FMF unit. Commanding Officers of personnel assigned 12 month unaccompanied Type 4 sea duty may waive up to 30 days of the eligibility requirement.

(8) Candidates for FMF

(a) Meet the eligibility criteria in paragraph 3 of this order, demonstrate effective leadership and direction ability, and receive at least a "Promotable" recommendation during the most recent reporting period.

(b) Complete Personnel Qualification Standards (PQS) for FMF (NAVEDTRA 43908) for the required core sections and the unit specific sections for which the members is assigned.

(c) Display general knowledge of the command's overall organization, mission, assets, employment, combat systems, USMC battle skill techniques, and basic equipment through written examination, hands-on demonstration of knowledge, and oral examination by a multi-member board.

(d) Be recommended for FMF qualification by their chain of command.

(9) Qualification Procedures

(a) FMF PQS will be divided into two parts, common core and unit specific. Initial qualification requirements will be accomplished by completing common core PQS sections and unit specific PQS sections. For example: Division personnel will complete common core PQS's and ground combat element PQS's, FSSG personnel will complete common core and combat service support PQS's.

1. Common Core PQS sections are 100-117 and 301, per reference (b).

2. Division PQS sections are 118-120 and 302, Ground Combat Element per reference (b).

3. MAW PQS sections are 121-128 and 303, Marine Aviation, per reference (b).

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4. FSSG PQS sections are 129-134 and 304, Combat Service Support, per reference (b).

(b) Pass a 100 question written examination and an oral board. If a minimum passing grade of 80% is not achieved on the written test or oral board, the following actions will be taken:

1. Failure of the first written exam and/or oral board will require the program manager to interview and validate the candidate's PQS and select one of the following options:

a. Repeat the written examination and/or oral board in a minimum of 10 days.

b. Require a requalification of applicable area(s).

c. Conduct a retest/reboard on the unsatisfactory areas of the PQS.

2. In the event of failure of a second written examination and/or oral board, the program manager will interview and validate the candidate's PQS and select one of the following options:

a. Repeat the written examination and/or oral board in a minimum of 30 days.

b. Require a requalification of applicable area(s).

c. Require a total requalification FMF process.

3. Failure of a third written examination and/or oral board will result in total revocation of all FMF PQS and complete disenrollment from the program, with appropriate fitness reports and service record book entries.

4. Administration and Logistics

a. Approval of Qualification

(1) After satisfactory completion of the requirements of this Order, the MSC CMC will submit a recommendation utilizing enclosure (2) to the member's commanding officer for final approval and designation of FMF warfare specialist. Copy of

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final designation must be submitted to MSC program manager for FMF.

(2) For deployed MEUs, final approval of qualification (i.e. written exam and oral board) will be conducted upon return from deployment.

(3) UDP units TAD to Okinawa fall under the command of III MEF and have an MSC CMC. Paragraph 4, subparagraph (a) of this Order applies for approval of qualification.

b. When members have qualified or requalified for the FMF designation, an entry shall be made in their service recordbook as follows:

(1) Annotate in PQS qualification entry section, page 4.

(2) Page 13 Entry. "(Date) Qualified (or requalified) as a Navy Fleet Marine Force (FMF) Enlisted Warfare Specialist (platform type) this date and assigned the Enlisted Fleet Marine Force (FMF) designator."

c. The appropriate Diary Message Reporting System (DMRS) entry will be submitted by the unit personnel office for the qualifying command at the time of initial qualification.

d. Qualification Continuance. Once initial qualification has been achieved, transfer of FMF qualified active duty personnel will require renewal of qualification. If transferred to a unit unrelated to the FMF, requalification is required upon returning to an FMF unit. Member has 12 months to requalify upon reporting to an FMF unit.

e. Failure to Qualify/Requalify. Enlisted personnel eligible for advancement to E-5 and above who fail to qualify/requalify within the required time limit will have a page 13 entry made into their service record. Additionally, this failure will be reflected in their next fitrep/evaluation and their recommendation for advancement shall be withdrawn.

f. Disqualification

(1) Members previously qualified may be disqualified by their commanding officers if any of the following conditions exist:

(a) Failure to maintain "Promotable" status per the enlisted fitrep/evaluation guidelines.

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(b) Refusal to accept or perform duties while assigned to an FMF unit.

(c) Failure to complete requalification within prescribed time limits.

(2) The following formal notification of disqualification shall be recorded in the member's service record (specific rationale for disqualification must be stated in page 13 entry):

"(Date) Failed to maintain qualification as an Enlisted Fleet Marine Force Warfare Specialist (FMF) in that (include specific rationale for disqualification) Member has been informed that as of this date, he/she is disqualified and is no longer authorized to wear the FMF insignia or use the FMF designator."

(3) Upon receiving written approval from a qualifying officer, qualification commencement must be recorded in the member's service record and the member must follow the initial qualification process.

g. Waivers. Requests to waive any part of this order will be submitted to the Enlisted FMF Warfare Specialist Model Manager per reference (a).

5. Command and Signal

a. Signal. This order is effective as of the date signed.

b. Command. This order is applicable to Selected Reservists (SELRES) per reference (a).

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J. M. STUDENKA
Chief of Staff

Distribution: List II